

DATE: April 13, 2004

TO: CITY CLERK

FROM: Sageland Elementary  
Sylvia F. Berry  
7901 Santa Monica  
El Paso, Texas 79915

CITY CLERK DEPARTMENT

APR 13 2004 10 12 19

Telephone No. (915) 434-2900  
(8:00 AM – 5:00 PM)

Please place the following item on the **CONSENT** Agenda for the Council Meeting of:

April 27, 2004

Item should read as follows:

Sageland Elementary to block off 7900 Block of Santa Monica between Venado and La Paz on May 14, 2004 from 10:45 a.m. to 1:00 p.m. for a block party. Approximately 600 persons will take part. Barricades must be manned according to the State's "Manual of Uniform Traffic Control Devices". This request also permission to use amplification (1 amplifier, 2 speakers, and 1 microphone). (District 7) [Sylvia Berry]

SPECIAL INSTRUCTIONS:

PERMIT #04-031

BUILDING PERMITS & INSPECTIONS USE Item No. \_\_\_\_\_

☒ POLICE DEPARTMENT

☒ FIRE DEPARTMENT

☒ SUN METRO

☒ N/A PARKS DEPARTMENT

☒ ENGINEERING/TRAFFIC

☒ N/A TXDOT

☒ N/A STREET DEPARTMENT

☒ N/A CIVIC CENTER

☒ COMPLETE

**REQUEST FOR TEMPORARY USE OF  
CITY STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES**

Fees: \$15.75 One event to take place on one day.

[36010119/404123]

\$21.00 Multiple permits for two or more similar events to take place on consecutive days. **(Please note:** a street may not be continuously blocked for more than 24 consecutive hours. If a multiple use permit is granted, the street must be cleared, cleaned and opened between the two separate uses.)

(Please type or print)

1. Applicant:

Saugeland Elementary  
(Person/Organization)

Contact Person:

SYLVIA E. BERRY

Name

Street Number

City

State

Zip Code

Telephone No.

Between 8:00 AM - 5:00 PM

2. Type of Event:

Block Party

(Moving)

☐ Parade

☐ Demonstration

☐ Foot Race/Walk

☐ Bike Race

☐ Other: \_\_\_\_\_

(Stationary)

☒ Block party

☐ Bazaar

☐ Festival

☐ Sidewalk Sale

☐ Other: \_\_\_\_\_

3. Date of Event:

~~APRIL 30, 2004~~ MAY 14, 2004

Total Time of Event:

from 10:45 AM to 1:00 PM  
(Time) (Time)

Time in which police traffic control services will be needed:

from 11:00 to 12:45

This is the time in which police officers will be moving your event on the streets. This is the time for which you will be charged for police traffic control.

4/27

4. Approximate number of participants:

600 Persons           Vehicles           Animals           Other    Specify:       

\*Section 13.32.100 requires you to keep the parade route clean and free of animal excrement during the parade.

5. Approximate or anticipated number of spectators: N/A

6. Purpose of Event: (i.e. fund-raiser, school activity, etc.)

School Activity

If this is a fund-raiser and you estimate that you will raise over \$500, please list your Charitable Solicitation Permit number: N/A

7. Proposed Route: (streets, parks, sidewalks to be used or blocked)

**ATTACH A CLEAR AND SPECIFIC HAND DRAWN MAP**

Block off Santa Monica between  
Venado and La Paz

Location of assembly area, if separate or different:

### **IMPORTANT INFORMATION REGARDING TRAFFIC CONTROL:**

If traffic control will be provided by the El Paso Police Department for a moving event, you must submit a map of the route for the event. The Police Department will then prepare a traffic control plan along with an estimated cost for their services as provided in Section 13.32.110. You will be billed for the actual cost after the event.

If traffic control will not be provided by the El Paso Police Department, then you must submit a map and written traffic control plan to Building Permits & Inspections or the Engineering/Traffic Division, not less than seven days prior to the date of the event.

You will also be responsible for paying for and providing any barricades and signs. The barricading shall be manned and the barricading and signing shall comply with the provisions set forth in the State's

"Manual of Uniform Traffic Control Devices." Please feel free to contact the City's Engineering/Traffic Division, 6<sup>th</sup> Floor, 541-4050, for more information.

8. Amplification devices to be used:   ✓   Yes        No  
Use permitted only between the hours of 7 a.m. and 10 p.m.

If amplification is being requested, number of and sound amplifying capacity of microphones, amplifiers and speakers proposed to be used. Also, state whether or not the purpose is advertising any goods, property, services, or entertainment, the primary purpose of which advertising is the making of a profit for a business.

One amplifier Two Speakers, on  
microphone

Regarding the use of San Jacinto Plaza, amplification may only be used on the stage. If you wish to use this area, you must also contact the Parks and Recreation Department, 6<sup>th</sup> Floor, and reserve the stage. A fee is charged for the use of this area. Additionally, other ordinances may apply to or restrict the use of city-owned property, including parks.

9. Method of Street and Right-of-Way cleaning:

Volunteers

Section 13.32.100 requires you to clean the streets, sidewalks, and other rights-of-way from all event litter and debris, including that left by spectators. In the event that you do not clean these areas, the City may perform such cleaning and you will be charged. You may also arrange in advance to have the Street Department perform the cleaning for a charge by filling out a separate request form and submitting it to Building Permits & Inspections Office no later than fourteen days prior to the date of the event.

**RELEASE:** In consideration of the permit for use of city streets, sidewalks, and other places held for public use, it is understood that the applicant(s) contained herein do hereby release and discharge the City, and its respective officers, directors, agents, and employees, jointly and severally, from any and all liability for illness, injuries and damages that may be suffered which arise out of or result from participation in this event.

Sylvia Berry  
Signature of Applicant

4-13-04  
Date

For Sageland Elementary School  
(Organization/Sponsor, if any)

Please note: If the parade or temporary event is designed to be held by or for any person other than the applicant, the applicant shall attach a communication in writing from the person authorizing the applicant to apply for the permit.

For Office Use Only

Event: SAGELAND ELEMENTARY BLOCK PARTY

\$15.75 Fee Paid: 0410204-1 04/13/2004 003 24  
\$21.00

City Council Hearing: APRIL 27, 2004

Copy to:

☒ Police Department  
☒ Fire Department  
☒ Sun Metro  
☐ Parks Department

☒ Engineering-Traffic Div.  
☐ Highway Department  
☐ Street Department  
☐ Civic Center

Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PERMIT

EVENT: SAGELAND ELEMENTARY BLOCK PARTY

LOCATION BLOCK OFF SANTA MONICA BETWEEN VENADO AND LA PAZ

DATE OF EVENT: MAY 14, 2004 FROM 10:45 A.M. TO 1:00 P.M.

City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

\_\_\_\_\_  
**R. Alan Shubert, P.E.**  
**BUILDING PERMITS & INSPECTIONS DIRECTOR**

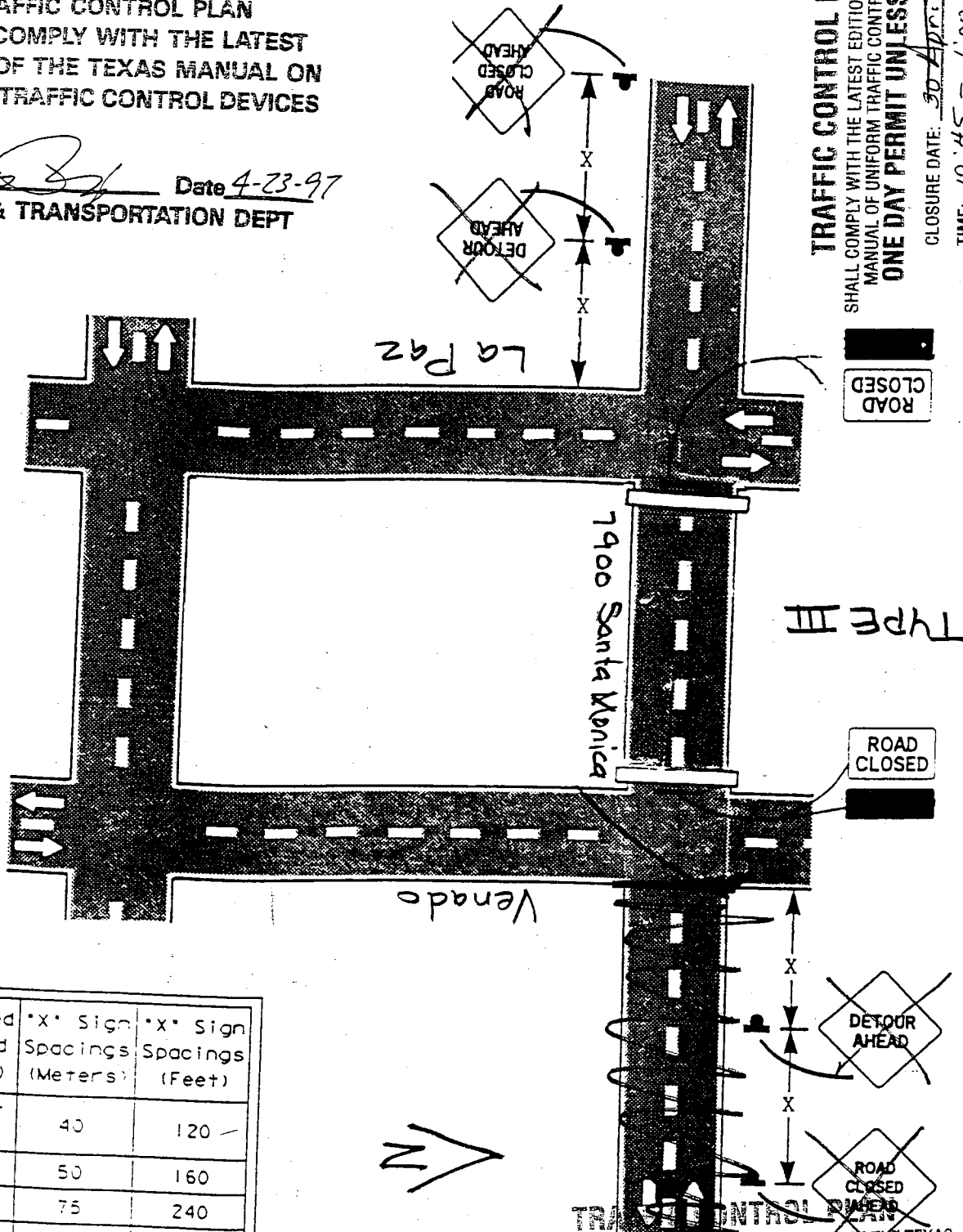
TRAFFIC AND TRANSPORTATION DEPT.  
Typical Road Closure  
traffic control plan

TRAFFIC CONTROL PLAN  
SHALL COMPLY WITH THE LATEST  
EDITION OF THE TEXAS MANUAL ON  
UNIFORM TRAFFIC CONTROL DEVICES

By Arturo S. J. Date 4-23-97  
TRAFFIC & TRANSPORTATION DEPT

TRAFFIC CONTROL PLAN  
SHALL COMPLY WITH THE LATEST EDITION OF THE TEXAS  
MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES  
ONE DAY PERMIT UNLESS NOTED

CLOSURE DATE: 30 April 04  
TIME: 10:45 - 1:00 pm  
DATE: 13 Apr 04  
BY: [Signature]  
ENGINEERING TRAFFIC DIVISION



Posted Speed (MPH)	*X* Sign Spacings (Meters)	*X* Sign Spacings (Feet)
30 or less	40	120
35	50	160
40	75	240
45	100	320
50	120	400
55	150	500

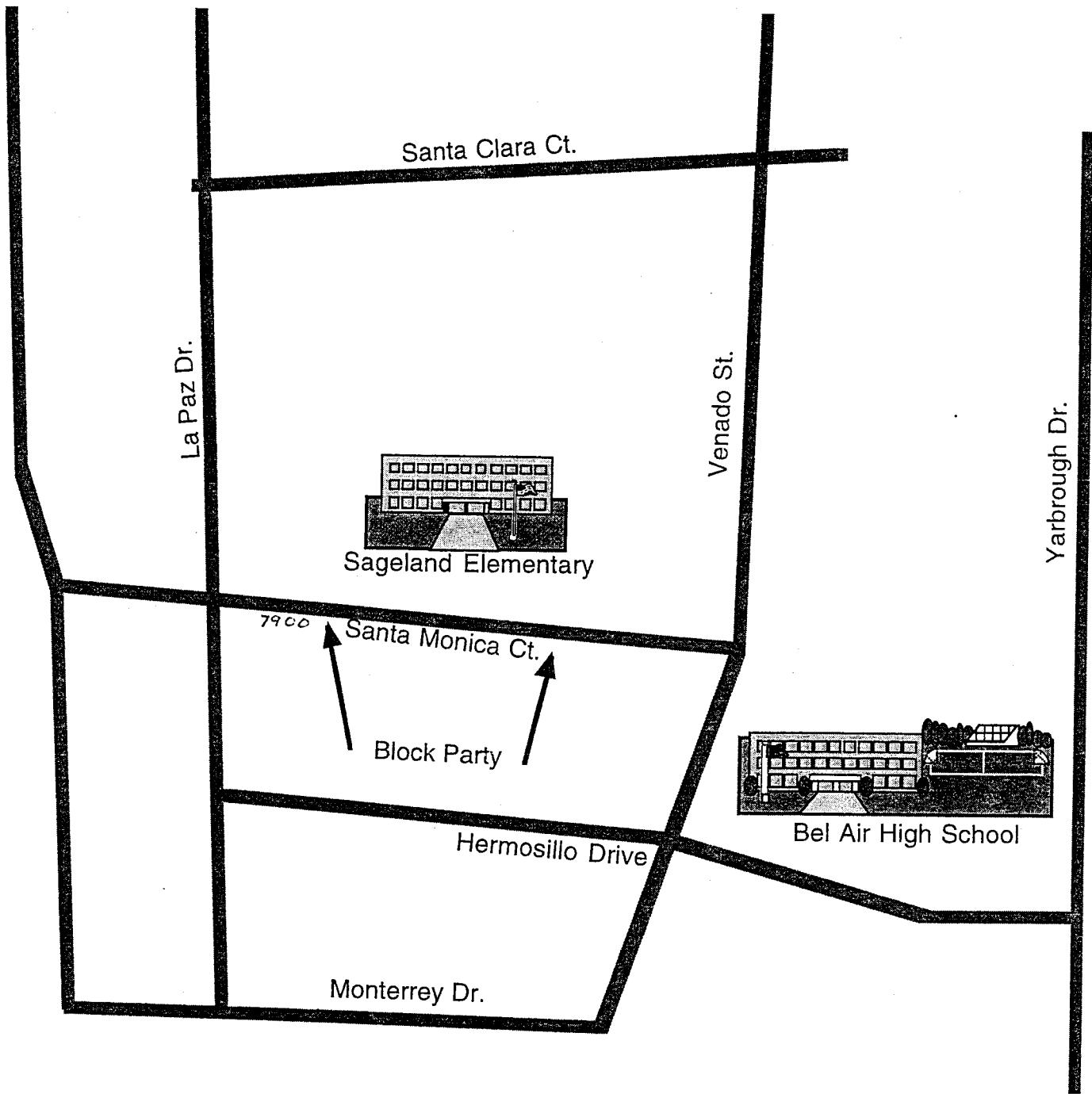
SHALL COMPLY WITH THE LATEST EDITION OF THE TEXAS  
MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES  
ONE DAY PERMIT UNLESS NOTED

CLOSURE DATE: 2 May 03

TIME: 10:30 - 1:00 pm

DATE: 4/14/03  
ENGINEERING TRAFFIC DIVISION

Figure TA-20. Detour for closed street

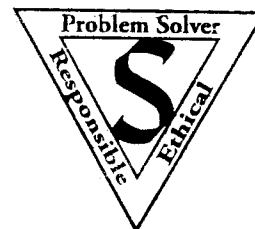




Administration  
& Cultural Arts Center

9600 Sims Drive  
El Paso, Texas 79925-7225  
(915) 434-0000

**Sageland Elementary MicroSociety School**  
7901 Santa Monica Court  
El Paso, Texas, 79915  
(915) 434-2900 (915) 591-9228 (fax)



April 7, 2004

Dear Sageland Neighbors:

MAY 14

It is time to prepare for our annual block party celebration to be held Friday, April 30, 2004 from 10:30 to 1:00p.m. As in the past we are requesting your permission to close traffic on Santa Monica Street between Venado and La Paz streets during that time. Signing this petition will give us your permission to close the street for this event. Thank you for supporting Sageland MicroSociety School.

Printed Name	Santa Monica address	Signature
<i>[Signature]</i> ROSA SALAS		<i>[Signature]</i>
Elena Muniz		<i>[Signature]</i>
MARCO ANTONIO		<i>[Signature]</i>
Willie E. Green		<i>[Signature]</i>
CELIA A. VASQUEZ		<i>[Signature]</i>
Leticia Morie		<i>[Signature]</i>
Eustacia Cordero		<i>[Signature]</i>
CONNIE URBINA		<i>[Signature]</i>
GUADALUPE ESPINO		<i>[Signature]</i>
Sandra G. ROBLES		<i>[Signature]</i>
Lucia Moreno		<i>[Signature]</i>

**United States Department of Education**  
**Blue Ribbon School of Excellence**



Apr. 19, 2004 7:38AM CITY OF EL PASO

No. 5102 P. 5/8

## For Office Use Only

Event: SAGELAND ELEMENTARY BLOCK PARTY\$15.75 Fee Paid: 0410204-1 04/13/2004 003 24

\$21.00

City Council Hearing: APRIL 27, 2004

## Copy to:

☒ Police Department☒ Fire Department R. Kores☒ Sun Meiro☐ Parks Department☒ Engineering-Traffic Div.☐ Highway Department☐ Street Department☐ Civic Center

## Comments:

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PERMITEVENT: SAGELAND ELEMENTARY BLOCK PARTYLOCATION BLOCK OFF SANTA MONICA BETWEEN VENADO AND LA PAZDATE OF EVENT: MAY 14, 2004 FROM 10:45 A.M. TO 1:00 P.M.City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

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**R. Alan Shubert, P.E.**  
**BUILDING PERMITS & INSPECTIONS DIRECTOR**

Apr. 19. 2004 7:31AM CITY OF EL PASO

No. 5100 P. 5

## For Office Use Only

Event: SAGELAND ELEMENTARY BLOCK PARTY\$15.75 Fee Paid: 0410204-1 04/13/2004 003 24

\$21.00

City Council Hearing: APRIL 27, 2004

## Copy to:

☒ Police Department  
☒ Fire Department  
☒ Sun Metro  
☐ Parks Department

☒ Engineering-Traffic Div.  
☐ Highway Department  
☐ Street Department  
☐ Civic Center

## Comments:

*Sun Metro has no objection to  
the street closure.  
L. Lopez 4/19/04*

**PERMIT**EVENT: SAGELAND ELEMENTARY BLOCK PARTYLOCATION BLOCK OFF SANTA MONICA BETWEEN VENADO AND LA PAZDATE OF EVENT: MAY 14, 2004 FROM 10:45 A.M. TO 1:00 P.M.City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

R. Alan Shubert, P.E.  
BUILDING PERMITS & INSPECTIONS DIRECTOR



For Office Use Only

Event: SAGELAND ELEMENTARY BLOCK PARTY

\$15.75 Fee Paid: 0410204-1 04/13/2004 003 24

\$21.00

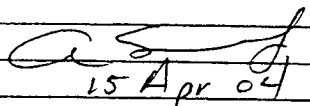
City Council Hearing: APRIL 27, 2004

Copy to:

☒ Police Department  
☒ Fire Department  
☒ Sun Metro  
☐ Parks Department

☒ Engineering-Traffic Div.  
☐ Highway Department  
☐ Street Department  
☐ Civic Center

Comments:

Traffic Has No Objections To Proposed  
Event. Traffic Control AS PER Submitted  
Plan.  
  
15 Apr 04

PERMIT

EVENT: SAGELAND ELEMENTARY BLOCK PARTY

LOCATION BLOCK OFF SANTA MONICA BETWEEN VENADO AND LA PAZ

DATE OF EVENT: MAY 14, 2004, FROM 10:45 A.M. TO 1:00 P.M.

City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

R. Alan Shubert, P.E.  
BUILDING PERMITS & INSPECTIONS DIRECTOR

For Office Use Only

Event: SAGELAND ELEMENTARY BLOCK PARTY

☐ Fee Paid: 0410204-1 04/13/2004 003 24  
☐ Date

City Council Hearing: APRIL 27, 2004  
Date

Copy To:

☒ Police Department  
☐ Fire Department  
☐ Sun Metro  
☒ Parks Department

☐ Traffic & Trans. Dept.  
☐ Highway Department  
☐ Street Department

**Comments:**

The El Paso Police Department has no objection with this event.

The Department will monitor the event as necessary with the district car.

There will be no cost to city or applicant.

04-031

**PERMIT**

EVENT SAGELAND ELEMENTARY BLOCK PARTY

LOCATION: BLOCK OFF SANTA MONICA BETWEEN VENADO AND LA PAZ

DATE OF EVENT: MAY 14, 2004 FROM 10:45 AM TO 1:00 PM

CITY COUNCIL ACTION:      Approve      Disapprove      Approve w/ Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

\_\_\_\_\_  
Building Permits & Inspections Director